

CHANCELLOR'S ADVISORY COUNCIL OF PRESIDENTS

February 20, 2008

James Monroe Building
Godwin-Hamel Board Room, 15th Floor
Richmond, Virginia

PRESENT:

BRCC	Dr. James R. Perkins
CVCC	Dr. Darrel W. Staat
DSLCC	Dr. Richard R. Teaff
DCC	Dr. B. Carlyle Ramsey
ESCC	Dr. Cheryl Thompson-Stacy
GCC	Dr. David Sam
JSRCC	Dr. Gary L. Rhodes
JTCC	Dr. Marshall W. Smith
LFCC	Dr. John J. Sygielski
MECC	Dr. Terrance E. Suarez
NRCC	Dr. Jack M. Lewis
NVCC	Dr. John Dever for Dr. Robert Templin
PHCC	Dr. Max F. Wingett
PDCCC	Dr. Douglas W. Boyce
PVCC	Dr. Frank Friedman
RCC	Dr. Elizabeth Crowther
SSVCC	Dr. John J. Cavan
SWVCC	Dr. Mark Estepp
TNCC	Dr. Charles A. Taylor
TCC	Dr. Deborah DiCroce
VHCC	Dr. F. David Wilkin
VWCC	Dr. Robert H. Sandel
WCC	Dr. Charlie White

SYSTEM OFFICE STAFF PRESENT:

Dr. Glenn DuBois	Dr. Monty Sullivan
Ms. Marlene Mondziel	Ms. Karen Petersen
Dr. Neil Matkin	Dr. Jennifer Gentry
Mr. Peter Blake	Mr. John Brilliant
Ms. Donna Swiney	Mr. Ed Watson
Ms. Pam Currey	Dr. Christopher Lee
Dr. Gretchen Schmidt	Ms. Ellen Davenport
Mr. Bill Hightower	Ms. Jennifer Allman
Dr. Inez Farrell	Mr. Jeff Kraus
Ms. Marian Hassell	Ms. Marcia Harrington

Wednesday, February 20, 2007

8:30 a.m. – 12 Noon

A. CHANCELLOR'S REPORT

1. General Assembly

Updates were given on conversations with various delegates regarding carry forward funds. It was requested that at the end of the meeting Ellen Davenport give the presidents the language in the Restructuring Act. No funding has been allocated so far for emergency preparedness.

2. Release of Chancellor's Emergency Preparedness Task Force Report – Dr. Neil Matkin, Vice Chancellor for Information

The report has been printed and will be going out next week to the Governor and his staff. A progress report will be given to the Chancellor this summer. Dr. Matkin's office will have a template available to use for the progress report. At the end of today's meeting, packets will be available for the presidents to take back to their campuses. Special recognition was given to Dr. David Sam and Dr. Cheryl Thompson-Stacy for their work on this report.

3. New Horizons Conference, April 9, 10, and 11, 2008 at the Hotel Roanoke & Conference Center, Roanoke, VA,

This conference is the main venue for the faculty. The Chancellor will have a town meeting during the New Horizons Conference. This conference is a place where faculty can showcase their work.

4. April PTK All Virginia Awards Ceremony, April 16, 2008 at Omni Richmond Hotel, Richmond, Virginia, at 12 Noon – Dr. Richard Teaff, President, Dabney S. Lancaster Community College

There will be a PTK luncheon after the April ACOP meeting on Wednesday, April 16. The agenda will be the same as in previous years. The luncheon speaker will be Mark Graham, Chair, State Board for Community Colleges. The time has been changed to start at 12:00 noon.

5. The Chancellor's Award for Leadership in Philanthropy Luncheon, Wednesday, April 23, 2008, at the Country Club of Virginia, Richmond, Virginia, 11:30 a.m.

This is the third year for the Chancellor's Award for Leadership in Philanthropy luncheon. Most colleges have sent in their awards. The location has changed to the Country Club of Virginia at 11:30 – 1:00 p.m. First Lady Anne Holton will be the guest speaker. The First Lady and the Chancellor will be meeting with the honorees from 10:30 – 11:30 a.m. to take pictures and visit. Each college will

have a table of ten. Because space will be tight, if colleges will not have ten people, please let Jennifer Gentry know. A question was raised whether the Commonwealth scholars would be recognized. It is not feasible to do so this year.

6. Chancellor's Award for Teaching Excellence – Monty Sullivan, Vice Chancellor Academic Services and Research

The application deadline is February 26. This is the second annual teaching excellence award. Last year, there were 13 applicants. It is possible that we could have up to 40 applicants (one from each campus.) The faculty member selected will receive a \$5,000 award.

7. Report on the Perception and Truth About the VCCS – Jeffrey Kraus, Assistant Vice Chancellor for Public Relations

Mr. Jeff Krause shared a slideshow presentation. He shared that there is no awareness on the Guaranteed Admissions Agreement. Half of Americans get their news on-line. He asked how the VCCS is communicating their news. Eight out of ten news items occur in shrinking news sources that young people ignore. Largely we are workforce training and nursing in the media. Media perception is driven by external events, not internal strategy. They are college focused as opposed to student focused. From here we go online first, then Internet tools, blogging on VaHigherEd.com, and also a compelling, updated website. It was suggested that there needs to be two messages, one for potential students and one for potential donors. Mr. Krause was asked if he could give colleges the tools they need to do different marketing strategies.

B. INFORMATION TECHNOLOGY COMMITTEE – Dr. Terrance E. Suarez, Chair

Action Items

None

Information Items

1. Review of the Technology Fee

The Technology Council has voted to adopt a four year plan to increase the college technology fee to cover increases in cost for technology by at least one dollar (\$1.00) per year per student but not to exceed the national average within those four years. The Technology Council also voted to re-evaluate the technology fee at the end of four years in comparison to the national average and determine if further adjustments are required.

2. AIS Update

The Administrative Information System continues with a Phase II implementation of Procurement Card, a Query instance of the database, Asset Management and Responsibility Reporting. The upgrade is going well. Milestones are being met and progressing. Concern was expressed on the audits on Asset Management. Mr. Brilliant indicated that Internal Audit is not currently auditing the Asset Management process.

3. Student Email Options

Student email services are currently provided through Mirapoint. In order to run Mirapoint, the VCCS has purchased hardware. In researching ways to fulfill college requests in relation to student email and to keep costs affordable, two alternatives to Mirapoint have been identified: Microsoft and Gmail. There may be some FERPA issues, but Dr. Matkin and his staff are looking into this.

PUBLIC AND GOVERNMENTAL RELATIONS – Dr. John J. Sygielski, Chair

Action Items

None

Information Items

1. Update on 2008 General Assembly Session

This item was previously discussed under the Chancellor's report. The session is scheduled to end on March 8, 2008.

2. Discuss Revenue Outlook, Use of "Rainy Day" Fund and Ramifications for Virginia's Community Colleges

Presently, there is a \$200 million difference between the House and Senate budgets. This will need to be worked out in the Conference Committee.

3. Comparison of House and Senate Budget Amendments Released Feb. 17

Dr. John Sygielski thanked Ms. Karen Petersen for providing information on the sources and uses of the Senate and House budget proposals prior to the ACOP meeting.

4. Report on VCCS Legislative Initiatives

Ellen Davenport reviewed information on bill numbers and patrons along with a description and status of each bill affecting the VCCS.

a. Level II legislation

There are two bills, and it looks like we are doing very well with this legislation. The VCCS will probably apply for two out of three areas: Capital and Information Technology. There are some real benefits related to real property—we would no longer need the Secretary of Administration's approval.

b. Scholarship Match legislation (SB 125, HB 117, HB 512, HB 1293)

Three house bills have been combined into HB 117. The Senate version is Senate bill, 125. This is on the docket for next Monday; however, with no funding, this may have to wait until next year.

c. Tax Refund Check off for VFCCE (HB 1000)

There are 25 organizations that Virginians can choose to have their tax refund sent to when they file their State Income Tax. This bill would add the VFCCE. There are only 25 spaces available on the form, and there are presently 29 charitable organizations listed. We will have to wait to see if one of 25 would drop out so that the VFCCE will be listed on the form.

5. Report on Governor's Legislative Initiatives

a. Workforce Restructuring

HB 731 adds the Chancellor as an ex-officio member of the Virginia Economic Development Partnership Board.

HB 1312 and SB 252 are related to workforce restructuring and the Governor's responsibilities.

HB 1526 and SB 756 involve Career Readiness Certificates

b. Bond Bill (versus Alternative Capital Plan, HB 1547)

SB 795 relates to capital projects and planning to be financed by the VCBA, the Virginia Public Building Authority and treasury loans.

HB 1547 relates to the 21st Century Capital Improvement Program and financing of capital projects throughout the Commonwealth that will be revised annually for acquisition, development, enhancement, planning, or replacement of public facilities over a multiyear period.

6. Report on other legislation affecting higher education and Virginia's

Community Colleges

a. Mental Health

HB 424 concerns concealed weapons and faculty.
HB 1005 relates to parental notification for mental health treatment.
HB 1058 deals with release of education record of dependents if requested

by parents

b. Campus Safety

HB 1449 and SB 256 concern the crisis and emergency plans for Higher Education institutions
SB 538 relates to warning and notification systems due by August 1, 2008
SB 539 concerns threat assessment teams and violence on campus

c. Undocumented Aliens and Admission/Enrollment

HB 14 and SB 652. HB 14 prohibits the admission of undocumented students to any public institution of higher education in Virginia. SB 652 states that undocumented students may receive in-state tuition if they meet six requirements. Since the two bills are so far apart, it is unlikely that either will pass.

Faculty retirement – two bills (HB 739 and HB 790) were introduced that allows retired teaching or administrative higher education faculty ages 62-70 to collect retirement and return to work. It has been left in compensation and retirement subcommittee of house appropriations.

7. Discuss College Day Visits

College Day visits are a wonderful experience for the students and staff and help to keep community college issues in the forefront. The Chancellor spoke about the possibility of hiring someone to assist the VCCS during the session. The presidents were in agreement with this proposal.

8. Recap of 2008 Legislative Reception

Dr. Sygielski thanked Jennifer Gentry for bringing sponsors to the table for this reception. The committee raised a question whether this reception is the best way to reach legislatures or if another avenue should be considered. Attendance was lower this year, but it depends on how committee meetings go and what other

events are going on. It was noted that half of the Governor's Cabinet attended this year's reception. The VCCS will do the reception again next year and then re-evaluate.

D. BUDGET AND FINANCE COMMITTEE – Dr. Richard R. Teaff, Chair

Action Item

1. Recommended Tuition and Faculty Salaries 2008-09

Because the Action item is so dependent on the first Information item, both items were discussed at one time. A handout with tuition tables was distributed. The Budget and Finance Committee had considered the proposals currently in the House and Senate with respect to the impact they would have on tuition that will be effective with the summer 2008 term. The tuition for the VCCS is 34% of the average tuition nationwide.

Ms. Currey reported that the House proposal provides some additional funding compared to the Senate proposal, but only if there is no tuition increase in FY 2009. There will be increased costs in FY 2009 as indicated in the table.

The Presidents discussed a variety of tuition and fee related scenarios, including a discussion on the Technology Fee and its effect on the tuition cap.

After a lengthy discussion, **the Advisory Council of Presidents endorsed the following actions:**

- **The Advisory Council of Presidents delegated to the Chancellor authority to make the final recommendation on tuition to the State Board and that it be based, at a minimum, on the increase necessary to cover increased costs, as well as making up some portion of the significant funding needs of the Community Colleges, staying within the expectations of Dateline 2009**
- **If a Tuition Moderation Incentive Fund cap is enacted, that the cap be taken into consideration as long as the revenues from such incentive fund and the allowable tuition and fees together are at least sufficient to cover costs.**
- **That the Technology Fee be increased by up to \$1.00 per credit hour – moving that fee from \$3.50 to \$4.50 per credit hour – contingent on the level of any Tuition Moderation Incentive Fund cap.**

- **The final rate for tuition to be adjusted such that the total cost for a student including the Technology Fee and auxiliary fee would round to .05 or .00.**
- **The out-of-state tuition be set equivalent to at least 100 percent of the cost of education.**
- **That the business contract rate be \$30 higher than the in-state rate (it is \$20 higher for 2007-2008).**
- **That the Policy Manual be updated to reflect the changes for tuition reciprocity students enacted into law last year.**
- **That the out-of-state capital fee remain at \$3.00 per credit hour, unless required to be changed based on actions of the General Assembly in the final budget.**
- **That the Part-time Tuition Assistance Program (PTAP) be increased in the amount appropriate to cover increased tuition.**

These endorsements are made assuming there are not any significant changes in the final budget for the VCCS for 2008-2009 from those included in the introduced budget, as modified by the Governor on February 12, 2008.

Information Items

1. Status of Operating Budget

Information on items (a) and (b) below are listed above.

- a. Comparison of HAC & SFC Budgets to Introduced
- b. Revised Revenues and Additional Reductions

2. Status of Capital Budget

- a. HB 594/SB 581 (General Obligation Bonds)
- b. HB 1547 (House Appropriations Committee Alternative)
- c. SB 795 (Senate Finance Committee Alternative)

Ms. Currey reported that there is no bond package. Some projects could be put into VCBA. There is a total of \$141 million in frozen projects. The VCCS has the largest share of capital plans.

3. Update on Restructuring – Level 2 legislation

Efforts to adopt Level 2 legislation failed in the 2007 Session. Higher education representatives worked with the Secretary of Finance to get new legislation introduced and adopted in the 2008 Session. As a result of those efforts, the Senate adopted legislation (SB 442) providing for a public institution of higher education in Virginia to be granted additional operational authority in a minimum of two, but not all three, of the following areas: information technology, procurement, and capital outlay. The House adopted similar legislation (HB 1390). The differences between the two bills are minor and are expected to be worked out in conference and forwarded to the Governor for his signature.

For each area of additional operational authority selected, the institution must meet specified criteria and is required to adopt at least one new education-related performance measure and target for each area. The institution is required to negotiate and enter into a Memorandum of Understanding with the appropriate Cabinet Secretary or Secretaries, as designated by the Governor, in each area for which such operational authority is requested.

4. Update on Management Standard 11

a. SWaM

The institution will substantially comply with its annual approved Small, Women and Minority (SWAM) plan as submitted to the Department of Minority Business Enterprise; however, a variance of 15% from the SWAM purchase goal, as stated in the plan, will be acceptable. The colleges are doing well on SWAM and eVA. We have doubled our performance.

b. eVA

The institution will make no less than 75% of dollar purchases through the Commonwealth's enterprise-wide internet procurement system (eVA) from vendor locations registered in eVA. Colleges are doing well meeting this management standard.

c. Staff Turnover

The institution will achieve the classified staff turnover rate goal established by the institution; however, a variance of 15% from the established goal will be acceptable.

d. Capital Projects

The institution will complete capital projects (with an individual cost of over \$1,000,000) within 1) the budget originally approved by the institution's governing board for projects initiated under delegated authority, or 2) the budget set out in the Appropriation Act or other Acts of Assembly.

e. IT Projects

The institution will complete major information technology projects (with an individual cost of over \$1,000,000) within the budgets and schedules originally approved by the institution's governing board.

5. Follow-up to Board's Consideration of Alternative Revenue Sources

a. Future "Unleashing Potential" Meeting

At the December ACOP meeting, it was stated that the SBCC showed interest in alternative revenue sources. At the SBCC January meeting, alternative revenue sources was discussed in a special meeting. The Board noted that successful auxiliaries take a lot of creativity, work, and commitment at the local college level. As a consequence, they recognized that it is imperative the initiative for the effort come from the college up. They also noted that the role of the college president is to change the culture on their campuses toward the entrepreneurial without losing sight of the higher education goal.

E. ACADEMIC, STUDENT AFFAIRS, AND WORKFORCE DEVELOPMENT COMMITTEE – Dr. Cheryl Thompson-Stacy, Chair

Action Item

1. Proposed Revision to VCCS Policy Manual, Section 2.IV.C. General Education

At the May, 2006 meeting, members of the State Board approved a new competency-based model of General Education and revised the *VCCS Policy Manual* to include Section 5.0.2.2 VCCS General Education Goals and student Learning Outcomes. At the November, 2006 meeting, members of the State Board approved the new Tables 5-1A and 5-1B to replace former Table 5-1 Distribution Requirements for degree Programs. However, Section 2.IV.C was not revised in 2006 to align with the current general education elements incorporated into the *VCCS Policy Manual* with the revisions to Section 5.0.2.2 and Tables 5-1A and -1B.

The committee recommends to the Advisory Council of Presidents that the State Board for Community Colleges approve the revision to Section 2.IV.C of the *VCCS Policy Manual*.

The Advisory Council of Presidents accepted the motion and recommended that the policy revision be referred to the State Board for its approval at its next meeting.

Discussion Item

1. 2008 Student Leadership Conference Funding Discussion

At the February 2007 Advisory Council of Presidents meeting, ACOP voted to approve funding from the colleges to support the 2007 Student Leadership Conference. Colleges' contributions to the overall conference expenses were based on \$.35 per FTE based on the 2005-2006 enrollment. The Committee felt that this was fair and wanted to do again next year.

The committee moved this recommendation to an action item.

The Advisory Council of Presidents approved the recommendation.

Information Items

1. Governor's Workforce Reform Initiatives

For over a year the Chancellor and his staff have been involved in discussions with the Governor's Office regarding the organization and effectiveness of state and federal workforce programs. Earlier this month, the Governor signed an Executive Order regarding the "chief workforce development officer, coordination of workforce development and accountability, cross-cabinet collaboration, and the role of the Virginia Community College System." The Governor has also proposed two bills and several budget items for the General Assembly's consideration that have a direct and positive impact on workforce development programs and services. Mr. Peter Blake discussed the Executive Order, the two bills and the budget items. The VCCS has assumed through Executive Order and Memorandum, state level responsibility for a major federal \$31 million program and the VCCS becomes the fiscal agent. This does not directly benefit anyone of the colleges--it goes out to the local Workforce Investment Boards. The VCCS becomes responsible for rapid response functions. The Chancellor will also be put on the Board of the Economic Development Partnership. It was requested that Mr. Blake help the presidents understand what is required and expected on the local level.

2. Review of Revised *Virginia Plan for Dual Enrollment*

The current Virginia Plan for Dual Enrollment was signed by the Governor, Secretary of Education, Chancellor and Superintendent for Public Instruction in 2005. In the last year, the VCCS has completed a dual enrollment audit as well as implemented a new age policy for dual enrollment studies. The *Virginia Plan for Dual Enrollment* was reviewed and revisions were made based on the audit recommendations and the new age policy adopted by the state Board. The language in the revised plan has been approved by the Chancellor and the Superintendent for Public Instruction.

3. Development of the Planning Process for the Post-Dateline 2009 Strategic Plan

Dateline 2009 has served the system well as a strategic vision and plan of action for aligning priorities as colleges serve their communities. While there is work yet to be done in reaching the Dateline 2009 goals, it is important that discussion of the strategic direction of the system beyond 2009 take place. System Office staff are now beginning to develop a broad-based planning process for the next strategic plan that will involve multiple stakeholders. Data will play an important role in the planning process, which will be coordinated by the Institutional Effectiveness area under the new leadership of Dr. Susan Wood. At a future ACOP meeting, presidents will have an opportunity to provide feedback on drafts of a timeline and an outline of the strategic planning process. A timeline was discussed.

For the Chancellor's Planning Retreat, Susan Wood is putting together a critical plan. This plan will be put into place in November 2009. We will be bringing in some speakers at the planning retreat to spend some time looking at critical unmet needs of the Commonwealth, and we will decide where we go from here.

4. Update on the Data Warehouse Project

The VCCS Data Warehouse Project was initiated in February 2007 in response to the identified need to expand the institutional research capacity of the system. The purpose was to create a robust central data infrastructure to support not only the colleges but also the system's strategic vision. Progress made on a variety of fronts was discussed.

5. Update on the CIP Code Conversion Process

The Classification of Instructional Programs (CIP): 2000 Edition was published in 2002. Over the past few years, all of the old CIP codes have been converted to updated codes. The process was completed in time for the new CIP codes to be used for the fall semester headcount reports.

6. Update on the *Produced in Virginia* Initiative

The *Produced in Virginia* program is designed to allow VCCS Engineering AS students the opportunity to complete a Bachelor's of Engineering Science degree with the University of Virginia without having to leave their home locality. The program is intended to be offered through several VCCS colleges in a phased approach. In July 2007, Central Virginia Community College was the first VCCS institution to seek and receive SCHEV approval to offer this program. Danville Community College currently has a proposal before SCHEV to offer this same program.

7. Presentation on iTunes University and Podcasting in the VCCS

The VCCS signed an agreement with iTunes U in October 2007. This agreement gives VCCS institutions a vehicle to provide audio and video content to their students. The five colleges piloting iTunes are: Lord Fairfax Community College, Northern Virginia Community College, Rappahannock Community College, Southwest Virginia Community College and Thomas Nelson Community College. The faculty and students at these colleges are in various stages of creating podcasts and vodcasts, which will be publicly available. ITS plans to integrate authentication with My VCCS, which will then allow for support of nonpublic course sites. When authentication is in place, all colleges can seek an iTunes instance and create their own content area.

8. Results of *Survey of Faculty and Student Expectations of eLearning*

The survey was done in early fall, 2007 with system faculty and students about their expectations of online courses. There were over 6,100 students and 1,300 faculty who completed the survey. To study the expectations of faculty and students as they relate to online learning can give us clues into their decision making and help us better prepare for their needs. The results of the survey were presented to the college Distance and Distributed Learning Committee representatives and Academic and Student Affairs Council members. The aggregated data is located on Blackboard in the ASAC organization.

9. Overview of the Impact of the New VITA Compliance Requirements on Faculty and Students

The compliance standards include a non-Commonwealth of Virginia (COV) storage device restriction imposed on anyone who uses a college computer, that is on the network, and who therefore has access to secure data. For example, a college employee may not use a thumb drive that is their personal property and download files from their office computer. However, they can use an iPod, thumb drive, or other storage device bought by their COV employer. ITS offered suggestions for college workarounds that may be allowed by VITA and has

provided a template for colleges to develop a local policy/standard should there be needs that are not adequately addressed in the VCCS guidelines.

Another standard that has academic implications is the control on installing non-agency instructional software on a computer connected to the college administrative network. This standard may prevent those employees tasked with exploring the use of instructional software from working on their office computers. A college can develop a policy or standard using the VCCS template, that supports access for those who either have Research and Development defined in their position descriptions or for all instructional technologists.

The VITA regulations take effect in July 2008.

Virginia's Community Colleges will continue to review the IT security guidance provided by the Commonwealth and the System Office to decide where formal exceptions may be necessary in the future.

10. Update on Multiple Emplid Project

At the December ACOP meeting, an information item was presented to the presidents, including a timeline for the cleanup of the multiple Emplid issue. A number of colleges have made significant progress in meeting the March 2008 target goal. Multiple Emplids should not be created unless students give different information. Neil Matkin and Monty Sullivan will organize a conference call with staff members that the presidents look to for leadership on this topic.

F. HUMAN RESOURCES – Dr. Frank Friedman, Chair

Action Items

1. Code of Ethics

This proposed policy would establish a Code of Ethics that would set the tone for legal and ethical behavior for all members of the VCCS community when ethical issues arise. As long as there is no conflict, the VCCS code would stand alongside or complement campus codes, instead of replacing or superseding them, where they might exist.

The committee recommended that the Advisory Council of President approve the modified Code of Ethics, which is a revision of the previously proposed Code.

The Advisory Council of Presidents approved the recommendation.

2. Chancellor's Classified Fellowship Revision

The current Chancellor's Classified Fellowship provides selected recipients with up to one year of leave at one-half salary to pursue their educational goals. The State Board recently approved changing the Chancellor's Faculty Fellowship award from one-half to three-quarters salary. This current proposal would parallel the changes to the Faculty award. The funding for the change is provided by the Chancellor's Office.

The committee recommended that the Advisory Council of Presidents approve the proposed changes to the Chancellor's Classified Fellowship.

The Advisory Council of Presidents approved the recommendation.

3. HR AIS Update and Options

As part of Phase I of the AIS project, approval was received from VITA for the VCCS to plan for the implementation of the human resources modules of our Oracle/PeopleSoft student information system. Human Resources has been working with others to begin developing the project planning documents in preparation for implementing the human resources modules. During the planning process, review was made on the Oracle/PeopleSoft product road map regarding the timing of future upgrades. Currently the VCCS is running Version 8.9 of Human Resources/Campus Community (the VCCS SUS) and Financial Management System (the VCCS AIS). Oracle/PeopleSoft has announced plans to begin releasing the 9.1 application versions late in calendar year 2008 and has also announced that they will provide direct upgrade paths from versions 8.9 to 9.1. The decision became whether to begin implementation of the HR project using the installed Version 8.9 product suite to be followed with an upgrade for both the HR and Student modules or to begin the implementation of the HR project when Version 9.1 is released and do a concurrent upgrade to the Student Modules. Based on discussions with College HR staff and internal staff, the consensus was that having access to a comprehensive HR application in a shorter time frame was desired and the choice is to move forward now with installation of Version 8.9.

The committee recommended that the Advisory Council of Presidents approved the continued planning and implementation of the HR Administrative Information System on Version 8.9 as proposed.

The Advisory Council of Presidents approved the recommendation.

Discussion Items

1. Volunteer Policy

Some colleges have volunteers working on campuses. Our employment policies do not apply to this group because they are not employees, but rather volunteers.

We will need to have a policy to cover volunteers. The question was raised if the presidents think it would be worthwhile to move forward with creating a volunteer policy, Dr. Chris Lee and his staff will move forward on this policy.

The committee recommended to the Advisory Council of Presidents for Dr. Chris Lee and his staff to create a volunteer policy.

The Advisory Council of Presidents approved the recommendation.

2. Supplemental Compensation for Faculty Members

There are a number of circumstances that make it difficult to recruit and retain a world class faculty and staff. Competitive salaries are essential to a college's ability to fill certain positions due to a variety of external factors. There have been a number of recent inquiries that ask whether the VCCS should allow non-base pay supplements to be added to the salary of certain positions to enhance the college's ability to hire. Currently there is not a policy to do so.

The committee made a recommendation to the Advisory Council of Presidents for Dr. Chris Lee and his staff to create a policy for supplemental compensation for faculty members.

All were in favor with Dr. Lee moving forward in creating a policy.

Ms. Petersen stated that some presidents may hear from their finance Vice Presidents regarding the status on the next piece of work related to the AIS project – bringing up eVA interface. It allows your staff to not have to enter duplicate data when processing procurements. Contingent on the funding provided, the presidents would like the System Office to move forward with this project.

All house members will be getting a briefing on this project one-half hour after adjournment. Ellen Davenport will attend that briefing.

Dr. Friedman gave a brief update on a SACS issue that deals with a substantive change. This affects some of our colleges very significantly; however the definition keeps changing. It could potentially mean that every new program enacted will be defined as a substantive change. System-wide distance learning substantive change all received blanket approval; however any on-line degree programs added after that time may not be covered by substantive change. Dr. Friedman will provide more information to the presidents as it becomes available.

12:20 p.m.
Adjournment